ADMINISTRATIVE NOTES

Newsletter of the Federal Depository Library Program

Vol. 16, no. 08 GP 3.16/3-2:16/08 June 15, 1995

Library Division Chief Chosen: Gil Baldwin

The Library Programs Service (LPS) is pleased to announce that Gil Baldwin has been chosen as Chief of the Library Division. A long-term employee of LPS, Mr. Baldwin has most recently served as Senior Program Analyst, in which capacity he has helped develop the Gateways for depository library access to Federal electronic information.

Shipping List Numbering To Follow Fiscal Year

"S" Will Designate Separates Lists

Beginning on October 2, 1995, all shipping list numbering will reflect the fiscal year, which at GPO runs from October 1 through September 30. New sequential numbers, starting with 0001, will follow the 2-digit designation for the fiscal year.

In fiscal year 1996, numbering for the four types of shipping lists will be assigned according to the established pattern:

Paper:	96-0001-P, 96-0002-P, etc.
Microfiche:	96-0001-M, 96-0002-M, etc.
Electronic:	96-0001-E, 96-0002-E, etc.
Separates:	96-0001-S, 96-0002-S, etc.

Note that separates shipping lists will be designated by the letter "S". They will continue to be differentiated from the other lists by the number 9 in the 4-digit sequential number (95-9004-P, etc.) through September 29, 1995.

The Library Programs Service is making these changes to improve budgetary accountability and automated processing. Depository libraries should review their shipping list processing procedures and make any necessary changes before October.

Upcoming Meetings

Fall Council Meeting Memphis, TN	Oct. 16-18, 1995
Spring Council Meeting Washington Metro Area	April 15-17, 1996
Federal Depository Conference Washington Metro Area	April 15-18, 1996
Interagency Depository Seminar Washington Metro Area	May 29-June 5, 1996

Fall 1995 Depository Library Council Meeting Scheduled

The Fall 1995 meeting of the Depository Library Council to the Public Printer will convene in Memphis, Tennessee from Monday, October 16 through Wednesday noon, October 18. The meeting will be held at the East Memphis Hilton. The hotel is located in the Clark Tower Complex in East Memphis, and the address is:

East Memphis Hilton
5069 Sanderlin Avenue
Memphis, TN 38117

A block of rooms has been retained for the attendees. Special room rates are $57 per night, guaranteed through September 25, 1995. This special rate cannot be guaranteed after September 25. Reservations must be made by calling (901) 767-6666 or 1-800-HILTONS* or by fax at (901) 683-8563. Please specify the **Depository Library Council** when you contact the hotel.

*If you are advised on the 800-number that all of the special rate rooms are gone prior to September 25, please call the East Memphis Hilton Sales Manager, Ms. Amy McDaniel, on (901) 767-6666.

REGISTRATION FORM
FALL 1995 COUNCIL MEETING

Mail, fax, or e-mail to:

Mr. William Thompson
Library Programs Service (SL)
U.S. Government Printing Office
Washington, DC 20401

Fax: (202) 512-1432
E-mail: staf1lps@access.digex.net

☐ Yes, I plan to attend the Fall 1995 meeting of the Depository Library Council in Memphis, Tennessee.

☐ I will need a name badge. Preferred first name (i.e. Billy, Susie, etc.) _____

OPTIONAL TOURS *

☐ I am interested in taking a night tour of Memphis (indicate night, Sunday, Monday, Tuesday or Wednesday) _____.

☐ I am interested in taking an afternoon tour of Memphis (specify day, Sunday or Wednesday) _____.

Please type or print clearly:

Name _____

Institution _____

Library/Office _____

Address _____

City/State/Zip Code _____

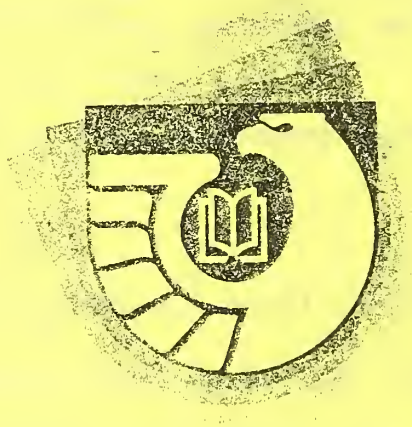
Telephone (include area code) _____

** GPO will not arrange the tours but work with the hotel in scheduling. Information on discounted tour packages, with prices, will be available through the hotel, if there is an interest.*

GPO will seek to make accommodations for attendees with disabilities. Please specify needs when returning this registration.

Depository Libraries

Your Source for Government Information



Would you like to know about . . .

Social Security

Space

Consumer Issues

Education

Solar Energy

Computers

Business Opportunities

Career Planning

or other Government information?

Visit a Depository Library.

Gateway Information Now on U.S. Fax Watch

"GPO Access: Information for Depository Libraries" contains the ground rules for the Gateway Program, copies of the fax-in registration form, the model selective agreement for electronic resources, a listing of all current gateway sites, and much more!

It was shipped to every depository library in hard copy format in January, 1995. Since that time, it has been in a near-continuous process of revision, and numerous copies have been e-mailed to people interested in the Gateway Program. As an e-mail file, it's bulky; now up to over 71K of text.

Well, relief is in sight! "GPO Access: Information for Depository Libraries" is now available to you via U.S. Fax Watch, a service of the Government Printing Office. Due to the size of the document, it has been divided into four parts.

To request copies, use a touch-tone phone to call U.S. Fax Watch at (202) 512-1716. Then press 4 (information on popular products and services or ordering information); then press 4 again (information on popular products, GPO Access, or the Federal Bulletin Board). You will then be prompted to enter document numbers, and then your fax telephone number.

Ask for document numbers:

3352 - The Gateway Program and General Background (10 p.)

3357 - Registration; Selective Housing; SWAIS or WAIS? (11 p.)

3353 - Frequently Asked Questions (8 p.)

3354 - Gateway Connections and Contacts (7 p.)

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For information on becoming a gateway, contact:

William Thompson <staf1LPS@access.digex.net>

or

Gil Baldwin <manage@access.digex.net>
Library Programs Service
(202) 512-1002
fax (202) 512-1432

Gateway Connections and Contacts
Revised May 15, 1995

Highlights: There are now 15 gateways; the newest are the Web site at Purdue University and the SWAIS gateway at the Texas State Library.

For Gateway information, contact:

William Thompson <staf1LPS@access.digex.net>

or

Gil Baldwin <manage@access.digex.net>
Library Programs Service
(202) 512-1002
fax (202) 512-1432

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WAIS access via World Wide Web (WWW)

Purdue University (IN)
Point your Web browser to http://thorplus.lib.purdue.edu/gpo

User Support: Carl Snow (317) 494-2764, or <carl@smart.lib.purdue.edu>
Technical Contact: Bert Chapman <chapman@sage.cc.purdue.edu>, or
Cary Kerr (317) 494-2857

Where dial-in is an option, **modem settings** are 8 data bits, full duplex, no parity, 1 stop bit; terminal emulation is VT100. Unless otherwise specified, baud rate is 2400.

WAIS client access using Lynx WWW browser

University of North Carolina-Chapel Hill
Telnet to library.unc.edu. Dial in (300-14.4 baud) at (919) 962-9911. Login as **library**; no password. Users of GPO Access should select option 2- Government Databases and option 2 again for GPO Access.

User Support: Ridley Kessler (919) 962-1151, or <kessler.davis@mhs.unc.edu>
Technical Contact: Derek Rodriguez (919) 962-1288, or
<Derek_Rodriguez@unc.edu>

- via SWAIS

Case Western Reserve University (OH)
Telnet to catalog.cwru.edu. Once connected with EuclidPLUS, select "GPO Access."

For a modem connection (300-14.4 baud), dial into Cleveland FreeNet at (216) 368-3888. In order to use Cleveland Free Net, users must register online at no cost. Once registered, users select "The Library", then "CWRU Libraries", then "University Library", then "EuclidPLUS." Within EuclidPLUS, select "GPO Access."

User support at CWRU: George Barnum (216) 368-6512, or <gdb2@po.cwru.edu>

COIN (Columbia Online Information Network; in cooperation with the University of Missouri - Columbia)
Telnet to coin.missouri.edu, or dial (314) 884-7000. Login as **guest**; no password.
From the main menu select choice 5, "Government Center." From the resulting menu, select GPO Access.

User Support: Marilyn McLeod (314) 443-3161, or
<mmcleod@mail.coin.missouri.edu>
Technical Contact: Jim Newton (314) 882-2000, or <jim@more.net>

Georgetown University (DC)
Telnet to library.georgetown.edu. Login as **gpo**; then follow the prompts.

For a modem connection up to 9600 baud, dial (202) 687-3052. To obtain the prompt, depress <enter> twice. When prompted for a login password, enter **access**, all lower case. Press <enter> to continue, then select 1 for GPO Access. When prompted for the next login, enter gpo. This will connect with GPO Access.

User support: Joan Cheverie (202) 687-7467, or <jcheverie@guvax.georgetown.edu>.
Technical Contact: Steve Jackson <sjackson@guvax.georgetown.edu>

Georgia Southern University
Telnet to gsvms2.cc.gasou.edu, or dial into GSnet (9600 baud) at (912) 681-0005. To obtain the GSnet prompt, press <enter> twice.
From the GSnet prompt, enter this command to reach the host GSU computer:
connect gsvms2

Users with slower modems (1200 baud) may dial PeachNet at (912) 681-0500. From the PeachNet prompt, enter this command to reach the host GSU computer:
connect gsvms2.cc.gasou.edu. (Note: All four periods in the command are significant, including the final one.)

Once connected with gsvms2, public users should login as **INFO**; no password. From the Public Information Services menu select GPO Access.

User Support: Lynn Walshak (912) 681-5032, or <soliblw@gsvms2.cc.gasou.edu>
Technical Contact: David Ewing (912) 681-5364, or <dewing@gasou.edu>

Ocean State Free Net (in cooperation with the Federal Depository Libraries of Rhode Island)
Telnet to osfn.rhilinet.gov, or dial (401) 658-3995 (other numbers also available). Login as **guest**. Use VT100 terminal emulation. From the Main Menu, choose 8, Government Center; then Federal information; then select GPO Access.

User support: Dan O'Mahony at Brown University, (401) 863-2522,
or <ap201159@brownvm.brown.edu>.

Penn State University
Telnet to LIAS.psu.edu, or dial (814) 865-5427, at 300-14.4 baud. Once connected with LIAS (Library Information Access System), press the enter key, and then respond to the prompts for terminal emulation. When prompted for a "Penn State ID Number," press the enter key. No password is required. The LIAS Welcome Screen will appear. From there type SELECT to go to the selection menu, and then choose "GPO Access." An extensive help message is available by typing "help GPO" at the LIAS prompt. Please note: a limited number of simultaneous connections is available on GPO Access. If all connections are in use, you'll be told to "try again later."

User Support: Debora Cheney (814) 863-1345, or <dlc@psulias.psu.edu>

Pueblo Library District (CO)
Telnet to PLDVAX.PUEBLO.LIB.CO.US, or use the IP address of 198.247.6.1. Terminal emulation is VT100. Dial (719) 542-7629 up to 9600 baud; press Return to obtain a prompt. Login as library. Then select #6 from the main menu.

User Support: Robert Farries (719) 543-9600, or <bob@pueblo.lib.co.us>

Seattle Public Library (WA)
Telnet to 198.137.188.2, or dial (206) 386-4140. Login as **library** - all lower case. Select VT100, and answer the terminal emulation questions. Select "Internet" from first and second menus. From the gateways menu, select GPO Access.

User Support: Patrick Grace (206) 386-4139
Technical Contact: Jim Taylor (206) 386-4169, or <jtaylor@spl.lib.wa.us>

SLED (Alaska's Statewide Library Electronic Doorway)
Telnet to sled.alaska.edu. Users within Alaska may dial into SLED via the AlaskaNet node nearest their city or village or, for questions, dial 1 (800) 478-4667. Once connected with SLED, press the return key to continue; at the SLED main menu, choose Government Information (#5), enter; then choose Federal Government Information (#2), enter; then choose GPO Access.

User Support: Walt Herreid <ffwh@aurora.alaska.edu>

Texas State Library
Telnet to link.tsl.texas.gov, or dial into (512) 475-4444. Login as link (all in lower case). Confirm terminal emulation as VT100. Once connected to the Texas State Electronic Library, select choice 15, Find a Menu Item in the Electronic Library by Keyword. Enter gpo as the word to search. You will then see a gopher client listing of GPO Access databases.

User support: Diana Houston (512) 463-5426, or <diana_houston@tsl.texas.gov>.
Technical support: Christine Masleid (512) 463-5528

University of Memphis (TN)
Telnet to msuvx1.memphis.edu, or for a modem connection up to 19,200 baud, dial (901) 678-3600. For telnet use login as **library**; modem users login as **guest**. Confirm choice of VT100 terminal emulation. Connect to University Library; from the menu select Find; then Choose Database; select GPO Access.

User support: Saundra Williams (901) 678-2206, or <willias@cc.memphis.edu>.
Technical support: Phil Smith (901) 678-4399, or <smithp@cc.memphis.edu>.

University of Virginia
Telnet to gwis.virginia.edu. Login as **gwis**. Use VT100 terminal emulation. Then choose Library Services; Social Sciences Data Center; Government Printing Office; GPO Access.

For a modem connection, dial (804) 982-5966. At the "Connect" prompt, type telnet gwis <enter>; login and password are both gwis.

User Support: Walter Newsome (804) 924-4963, or <wln@virginia.edu>.

Ursinus College (PA)
Telnet to lib.ursinus.edu. Login as **library**; GPO Access should be choice #7 on the gateway menu.

Modem users dial (610) 409-3616. Once connected, press the return key once or twice. Choose the library option; GPO Access is choice #7 on the menu.

User Support: Debbie Malone (610) 489-4111, ext. 2460, or
<dmalone@lib.ursinus.edu>
Technical Contact: David Mill (610) 489-4111, ext. 2283, or <dmill@lib.ursinus.edu>

[This letter was sent to all depository library directors by first class mail during the week of May 5.]

SuDocs Letter: Invitation to GPO/GODORT Meeting

Dear Depository Library Director:

I am pleased to invite you to a special program for the directors of depository libraries during the upcoming Annual Meeting of the American Library Association (ALA) in Chicago, Illinois. The topic will be Opportunities for Federal Depository Libraries in the Electronic Future.

The meeting is sponsored by the U.S. Government Printing Office (GPO) in cooperation with the Government Documents Round Table of ALA. It will be held on Saturday, June 24, 1995, from 8 a.m. to 9 a.m. in the Oxford Room of the Westin Hotel. Your invitation to the meeting is enclosed. Information on the session also will be listed in the final ALA Conference schedule.

Our keynote speaker will be Mr. Michael Gorman, Dean of Library Services at California State University-Fresno. Mr. Gorman is coauthor of a just-published book, Future Libraries, subtitled: "Dreams, Madness & Reality" (ALA, 1995). Mr. Gorman will discuss key technology issues as they relate to the best means of disseminating Government information.

As you undoubtedly know only too well, there are problems as well as payoffs associated with the rapid growth of electronic information. GPO has committed itself to an aggressive program to insure that Federal Government electronic information is readily available and free of charge to the American public. We have made another important commitment -- to coordinate with and consult with the depository library community every step of the way.

We will bring you up to date on our special electronic initiatives. We have a growing list of libraries who have become gateways to GPO's online services either through their own systems or by partnering with public networks in their area. The direct involvement of a library's top management is essential to bring together the resources needed for a GPO gateway. After only a few months, participating libraries are already sharing success stories including software and systems innovations. If you would like information on gateway opportunities, please contact Mr. Jay Young, Director, Library Programs Service, at (202) 512-1114.

I look forward to seeing you in Chicago. This is a crucial time for us to work together on shared values and goals.

Sincerely,

WAYNE P. KELLEY

Superintendent of Documents

[This letter was sent to all depository libraries in shipment boxes during the week of May 3.]

SuDocs Letter: 1994 Journal of the Senate

May 3, 1995

Dear Depository Librarian:

The Library Programs Service (LPS) was apprised that the 1994 Journal of the Senate was defective. The issuing agency will provide a corrected version for distribution to depository libraries in the near future.

Descriptive information on this erroneous publication:

Title: 1994 Journal of the Senate
Shipping List Number: 95-9027-P
Shipping List Date: April 21, 1995
Item Number: 1047-B
SuDocs Number: XJS:103-2

I am requesting that you immediately withdraw this publication and destroy it by any means that will prevent disclosure of its erroneous contents. Thank you for your cooperation and prompt attention to this matter.

Sincerely,

WAYNE P. KELLEY

Superintendent of Documents

Readers Exchange

Shipping List Log

[Linda Johnson, head of the Government Publications Department, forwarded this description of the automated shipping list log maintained at San Jose State University's Clark Library.]

During our last inspection, San Jose State University was asked to share its procedures for keeping an electronic shipping list log. The log provides easy access to determine which shipping lists are missing; which lists have items that have been claimed; and which shipping lists have unfilled claims which have been ordered from GPO or the appropriate agency.

We use the WordPerfect word processing program, but a database program can also be used. We create a separate annual file for the different shipping list formats of paper, microfiche and electronic. The separates shipping lists are included at the beginning of the paper file. We also create a separate file for each year--for example 1994, 1995, etc.

Within each file, three columns are created. Here is an example:

1994 SHIPPING LISTS - MICROFICHE

Shipping List Number	Shipping List Date	Action
205	05/05	CLAIM
206 - 208	05/09	OK
209 - 219	05/16	OK
221 - 236	05/16	OK
237 - 241	06/03	OK
242	06/03	CLAIM-ON ORDER

The action column indicates "OK" to signify that we have received the shipping list and that there are no problems with it. If we have to claim any items from the shipping list, the action column will read "CLAIM." Once a claim is received, an "OK" is added to the action column. We also state "ON ORDER" for any shipping lists that have items that have been flagged for purchase.

The files can be periodically scanned for any missing shipping lists which are easily identifiable by a blank line in the list. This usually means that we may have missed a shipment which can then be claimed. The list can also be printed out at any time.

It is important to always remember to make a back-up copy your files--each time the file is changed.

[The following text is from the Census Bureau's Marketing Brief, no. 3, April 1995.]

Customers Are Talking--Statistical Abstract on CD-ROM Is a Hit!

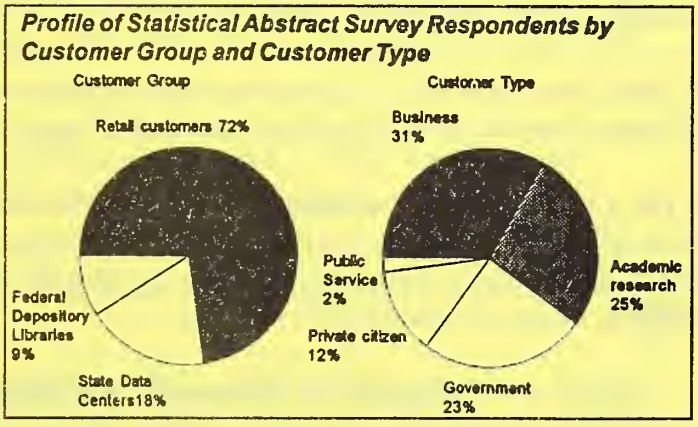
Since 1876, the *Statistical Abstract* of the United States has been a perennial U.S. Government best seller. The 1993 edition was made available, for the first time, in both print and on CD-ROM.

The book is hard to beat, but the disc goes it a few better: The CD-ROM contains more time series, subject, and geographic detail than the book.

To make search and access easier, we included proprietary software, *Textware Lite*®, on the disc. In addition, the CD-ROM contains *Lotus Worksheet*® files for those who wish to do their own data manipulation.

We decided to see if customers liked the *Abstract* in this form and the features it offered. To measure satisfaction, in August 1994, Census surveyed all purchasers as well as a sample of state data centers and Federal depository libraries.

We Asked and They Responded



- Businesses accounted for almost half the retail customers (46 percent); Academia and research organizations for 22 percent, and government entities 16 percent.

- All state data center/business and industry data center/and census information center lead agencies received a questionnaire; a one-in-ten sample of affiliates was also included.

- A one-in-ten sample of Federal depository libraries that had received the product was the final component of the survey.

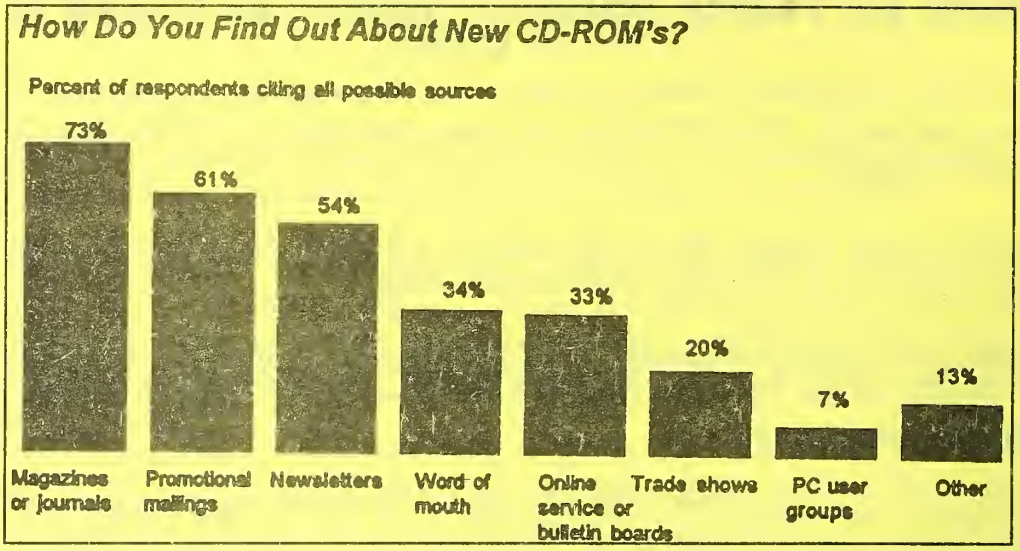
Twenty-three percent of recipients, representing some 264 users, responded to the survey.

The survey contained 15 questions that dealt with overall product satisfaction and respondents' use and satisfaction with specific features of the *Statistical Abstract* on CD-ROM including the on-disc access software.

There were also two questions that asked how users found out about the product as well as CD-ROM products in general.

On page 2 you'll find out what they told us.

And Here's What They Told Us



• Most respondents had used the printed report; about two-thirds considered the CD-ROM as a supplement to the book. About a third saw the CD-ROM as a replacement for the printed volume.

• About three-fourths of respondents were satisfied with the 1993 *Abstract* on CD-ROM. Sixty-two percent would purchase the product again.

• The Census Bureau's monthly communications were the major source of information about the availability of the *Abstract* on CD-ROM. About a third of the respondents found out about the product's availability through the *Monthly Product Announcement*, the Bureau's monthly listing of new product releases.

Slightly less indicated *Census and You*, the Bureau's monthly newsletter. Other sources of information cited by respondents included direct mail and automatic distribution through the state data center or depository library program.

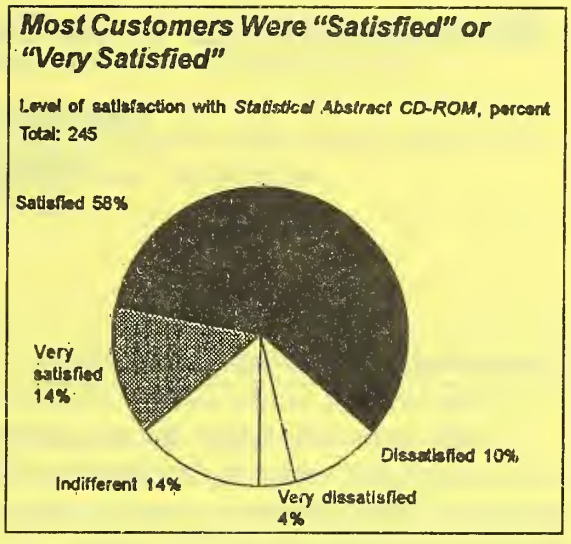
(The Census Bureau conducted several direct mail advertising campaigns to promote the *Abstract* on CD-ROM. A significant number of sales can be traced to these campaigns.)

• The way users generally find out about new CD-ROM products varied somewhat from how they find out new Census Bureau products. Magazines and journals were mentioned most frequently: 73 percent. But only 8 percent found out about the Abstract CD-ROM this way.

Promotional mail and newsletters were also specified by over half the respondents. Word of mouth was cited by over a third.

• Over 90 percent of respondents thought that more time series, more subject detail, and more geographic detail were important enhancements that could be made to the product.

About a third of the respondents wrote in suggestions for improving future versions of the *Statistical Abstract*. Most comments dealt with the *Textware Lite*® software. The most frequently requested features were simplified software, better searching capabilities, a better index, and a *Macintosh*® or *Windows*® version of the software.



In response to user comments, we've made two important changes to the 1994 version of the *Statistical Abstract* on CD-ROM. A *Macintosh*® version of the software has been added to the disc. The opening interface has also been changed to allow users quicker access to the full range of data tables.

Products and Satisfaction Surveys

For information on the Statistical Abstract CD-ROM and other compendia, contact the Census Bureau's Statistical Compendia Branch (301-457-1171) or Customer Services (301-457-4100).

To see a copy of the questionnaire or to discuss the results of this survey, contact Training, Education and Marketing in the Data User Services Division (301-457-1210).

U.S. Documents Among Top 100 Serials

Six Federal serial titles distributed through the Federal Depository Library Program are included in the list of "Top 100 serials" published in the OCLC Newsletter for January/ February 1995. The list, compiled by OCLC's Mark Crook, is based on the number of library holdings symbols attached to the cataloging records for the various titles.

The Federal serial titles are, in descending order of "popularity."

Statistical Abstract of the United States	C 3.134:
The United States Government Manual	AE 2.108/2:
Monthly Labor Review	L 2.6:
FDA Consumer	HE 20.4020:
Occupational Outlook Handbook	L 2.3/4:
County and City Data Book	C 3.134/2:C 83/2/

Recommendations to the Public Printer of the United States

Depository Library Council
Arlington, Virginia
10-12 April 1995

Disappearing Depository Publications

1. Council is concerned with agency conversion of depository titles to electronic editions without prior provision for depository notification and archiving guarantees. An example of this is the Census Bureau's recent conversion of the annual Government Finance (GF) and Government Employment (GE) series.

Council recommends that the Public Printer contact the Census Bureau, and other agencies as necessary, to suggest that prior notification of title conversion be given to the depository program, and that a copy of the electronic file be transferred to GPO Access. Such a transfer will maintain depository compliance and insure eventual archiving to the GPO storage facility. Given the Census Bureau's commitment to distributing its electronic information through the Federal Depository Library Program, these discussions and the resulting procedures could serve as a model for other agencies.

Monthly Catalog

2. Council, based on the work of the Monthly Catalog Working Group, recommends that GPO continue to perform full AACRII cataloging on OCLC and that this cataloging continue to be made available via MARC tapes to the library community. Full cataloging records that can be loaded into the public catalogs are essential to basic bibliographic access to U.S. government publications. Full cataloging records should also be used as the basis of a Monthly Catalog CD-ROM product.

Further, having reviewed the report "Data Elements to be Included in Future Issues of the Printed MoCat" and having received input from the depository library community, the Council recommends the following modifications to the printed edition of the *Monthly Catalog:*

- Utilize the AACRII Minimal-Level Model as defined in the DataElements Report
- Maintain the title/keyword, series/report number, and author indexes
- Eliminate the semi-annual index

Council further suggests that, should financial constraints dictate, the title/keyword, series/report number, and author indexes be maintained; remaining indexes (e.g., stock number) could be eliminated.

It is further recommended that the *Periodicals Supplement to the Monthly Catalog* continue as it is presently configured and as a separate issue with title/keyword indexing only.

Council will continue to work with GPO in modifying the format of the paper edition of the *Monthly Catalog*, if necessary, as the CD-ROM version nears completion.

Pagination of Congressional Record

3. Council supports GPO's ongoing development of electronic editions of the *Congressional Record Index*. Council recommends that any product development effort must include a mechanism which correlates pagination of the daily edition with pagination of the final edition. The Depository Library community relies on both editions of the *Congressional Record*. Since the pagination differs between the daily and the final editions, it is important that the electronic index be usable with either edition.

Regional Structure

4. In an electronic environment it is not necessarily efficient or cost effective for regional libraries to operate in isolation or provide all services to all selective libraries. The flexibility to enter into cooperative agreements in support of the spirit of the depository system is essential. Informal arrangements already in existence need to be documented.

Council endorses the principle that regional and selective depository libraries have a shared responsibility to guarantee public access to government information. Council charges the Ad Hoc Committee on Regional Structure, in conjunction with Council's Depository Guidelines Work Group, with developing a statement of service responsibilities. These responsibilities may be met individually; shared through written cooperative agreements between regional and selective depositories; or through multi-state cooperative agreements.

Cooperation with NTIS

5. Council recommends that GPO continue to pursue cooperative agreements with the National Technical Information Service in the identification and delivery of fugitive documents. Council supports inclusion of technical reports in the Federal Depository Library Program in accordance with U.S.C. Title 44. A cooperative agreement between GPO and NTIS should include the following:

- An identification system of fugitive titles which should be included in the Federal Depository Library Program

- A delivery system which provides complete and timely access to fugitive documents available from NTIS

- A delivery system may be a "just in time" program in which Depository Libraries identify NTIS documents as needed and the selected titles are distributed in a timely manner. The documents may be stored at GPO (e.g., GPO Federal Bulletin Board, electronic storage facility, or WWW) or at NTIS.

Council understands the statutory constraints placed upon NTIS and GPO and is supportive of innovative strategies which provide access for Depository Libraries. Council will continue to work with GPO in formulating solutions to provide access to fugitive documents available from NTIS. Existing cooperative agreements with the Department of Energy and the General Accounting Office should serve as models for future cooperative agreements with other federal agencies.

Depository Inspections

6. As the pre-inspection self-study is implemented, Council recommends that GPO continue to review the inspection process. GPO, in consultation with regional librarians, should develop criteria/guidelines that define the role of regional librarians within the inspection process.

Communication with Other Organizations

7. Council commends GPO for the prompt and positive steps taken to communicate its vision of the electronic capabilities and requirements of the Federal Depository Library Program to key groups of library administrators. The January 4, 1995 letter to depository library directors and the GPO presentations at ALA and COSLA established important communication channels with these groups. Council encourages GPO to continue to pursue similar opportunities for outreach to library and institution administrators (e.g., Association of Research Libraries, Public Library Association, Library Trustees, EDUCOM, Governors' Conference, National Conference of State Legislators, etc.). Further, Council encourages GPO to continue outreach and education efforts aimed at a broader audience that demonstrate the comprehensive services included in the FDLP (i.e., identifying, acquiring, cataloging, distributing, servicing, and preserving federal government information). Additionally, Council commends GPO for its increased use of press releases and other publicity announcements to highlight developments and achievements of GPO, the FDLP, and depository libraries.

8. Council recommends that the Public Printer continue his efforts to increase understanding of the FDLP among all parties by inviting contractors to attend Depository Library Council meetings and the annual Federal Depository Conference.

GPO Electronic Initiatives

9. Council commends the GPO for expanding free online public access to federal government information by adding the General Accounting Office's database of reports to the GPO Access service. Council urges GPO to work with other government agencies in offering a wide range of government information through GPO Access at no cost to the public through Depository Libraries and Gateways.

10. Council commends GPO on their innovative and continued improvement of electronic databases and services such as the GPO World Wide Web, GPO Access, GPO Federal Bulletin Board, and the proposed GPO Pathfinder. Council supports GPO's efforts in making the transition from traditional print formats to the dynamic electronic environment and encouraging flexible delivery options among depository libraries.

11. With the development of GPO Pathfinder, non-GPO produced electronic information will be identified and accessible to depository libraries. This raises a number of issues regarding identifying, acquiring, cataloging, distributing, servicing, and preserving this information, as well as its designation as depository. Council recommends that as GPO develops Pathfinder, discussions with Council include the ramifications of designating such information as depository.

12. Council recommends that GPO, in cooperation with appropriate depository libraries, develop a suitable strategy to provide backup for GPO electronic databases and systems (e.g., mirror sites).

Training for New Documents Librarians

13. Council commends GPO for scheduling the New Documents Librarians Meeting at the Spring 1995 Federal Depository Conference. The significant number of participants and the nature of the questions asked at this meeting demonstrate a need for additional training opportunities for new and less experienced documents staff.

Council recommends that GPO sponsor an annual program during the Federal Depository Conference for new documents librarians designed to accommodate a wide range of training needs.

Disposition Policy

14. Council endorses the revised disposition policy (Memorandum re: Implementation of Disposition Policies, 4/7/95) and commends GPO for taking affirmative steps to accommodate the needs of regional and selective libraries regarding the disposition process.

James Madison Freedom and Government Leadership Awards

15. Council congratulates GPO on receiving the 1995 James Madison Award from the Coalition on Government Information and the 1994 Federal Leadership Award from the General Services Administration, Office of Management and Budget, Department of Defense, and *Government Executive* magazine. These awards recognize GPO's innovative leadership in improving public access to electronic government information through GPO Access.

Bernadine Abbott Hoduski

16. Council congratulates Bernadine Abbott Hoduski on receiving the Public Printer's Distinguished Service Award. We share the Public Printer's deep appreciation for Ms. Hoduski's many years of work on behalf of the Federal Depository Library Program.

Action Items for the Depository Library Council

▸ The Depository Library Council endorses GPO's invitation to Federal Depository Libraries to participate in the upcoming National Electronic Open Meeting, "People and Their Governments in the Information Age," May 1-14, 1995.

This National Electronic Open Meeting presents a high profile opportunity for Depository Libraries to serve as public access sites and challenges depository librarians to personally address five topics:

- Services
- Benefits
- Information
- Participatory Democracy
- Technology

In addition to personal participation in this national electronic forum, this open meeting presents an excellent opportunity for depository librarians to promote, through local media, electronic access to government information available at their local depository library.

The Depository Library Council urges depository librarians to lead their communities in this National Electronic Open Meeting and thus confirm librarians' commitment to public access to government information in various, changing formats.

▸ Council will assume ongoing responsibility for collecting testimonial letters from Depository Library users, making copies widely available to support and promote the FDLP. Council will produce a compilation of these testimonial letters for Legislative Day 1995.

▸ Council will collect news articles and other media announcements about the Federal Depository Library Program and serve as a clearinghouse for these materials.

▸ Council will monitor opportunities for contributing to Congressional hearings on the Federal Depository Library Program, U.S.C. Title 44 revisions, and other related areas and assist in recruiting librarians and users to present testimony.

▸ The Information Exchange Committee shall update and revise the draft Council handbook to include committee and work group charges and travel procedures (including forms). The final draft handbook will be sent to GPO by June 1 for distribution to members of Council and all depository libraries. The Committee will ask GPO to distribute to new Council members copies of the following publications:

- Instructions to Depository Libraries
- Federal Depository Library Manual (with supplements)
- Directory of Depository Libraries

The Committee shall submit to GPO electronic files of the Council Charter and list of Council members to be posted on the GPO Federal Bulletin Board.

▸ Council expresses its continuing concern with the item selection process. In its response to Council's Fall 1994 recommendation on this issue, LPS stated that it had resumed distribution of item selection surveys for new publications with 94-001 in December 1994. Council had urged that the interim practice of adding new titles to existing item numbers and automatically distributing these to libraries selecting that specific related item number be used only when absolutely necessary for time-sensitive or unanticipated items.

Council will explore with GPO the issues involved in the item selection process, including the ability to immediately select the newly added items before the next selection process.

▸ Council will investigate the potential for cooperative agreements between GPO and non-profit organizations (such as ICPSR) that archive federal electronic databases. Issues to consider are fugitive databases and the development of more user-friendly electronic products.

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